

**Town Council Meeting
2020 and 2021 Goals
Town Council Workshop
January 8, 2020**

Updated: August 25, 2021. The black text refers to the approved goals for the two year session. The red reflects the update.

Fiscal

- Approval of Annual Capital Improvement Plan -- FY20 and FY21
 - Status:
 - Complete. Approved [FY20 Capital Plan](#).
 - Complete. Approved [FY21 Capital Plan and Round 2 Capital Plan](#).
- Approval of a balanced Operating Budget -- FY21 and FY22
 - Status:
 - Complete. Approved balanced [FY21 budget](#) and revenues appear to be stable mid fiscal year during the pandemic.
 - Complete. Approved a balanced [FY22 budget](#) and have restored many revenue sources to accommodate post-pandemic.
- Establish Ad Hoc Subcommittee to evaluate stormwater fee analysis
 - Status: Complete. Provided a report to the full Town Council. Item on hold for future discussion.
- Determine Water rate increase for FY20/FY21, notably for the water treatment plant and wells loan package
 - Status: Complete. Approved water rates to pay for the \$12 million water treatment plant and two rebuilt wells on Grove Street.
- Determine Sewer rate increase, if needed, for FY20/FY21
 - Status: Complete. Sewer rate increase not needed due to the savings and efficiencies at the Charles River Pollution Control District assessment.
- Seek new borrowing capacity for municipal and school building capital improvements and sidewalks
 - Status: Complete. \$15 million capital authorization June 2020. Municipal building windows and school technology successfully passed the bonding process and projects are actively being completed this summer.
- Discussion on the Community Preservation Act
 - Status: Complete.
 - Completed staff presentation in February 2020.
 - CPA passed on the November ballot at 60%/40%.
 - CPC Bylaw approved by Council.

- Appointments to CPC in February/March 2021.
- Discussion on Trash & Recycling account
 - Status: Complete. Approved first reading of a trash fee increase of \$8 per year to adjust to market conditions in the global trash and recycling marketplace.
- Continue to ask for OPEB solutions with state officials
 - Status: Discuss at a future legislative update. Difficult to see how this is a priority in the near future for state leaders.
- Explore new revenue options, generally
 - Status:
 - Complete. See new revenues below.
 - The Town Administrator negotiated 3 new solar tax agreements worth approximately \$200,000 in new revenue in 2021/2022. Also negotiated 800 households to get a 15% reduced electricity bill if they sign up for the solar credits.
 - The Town Administrator worked with the Planning Board to approve two cannabis retail stores that will generate new revenues in 2021/2022.
 - Revised ambulance rate chart to help fund four new paramedics.
 - Grants are a hallmark of Franklin. The Town looks and applies for just about every grant opportunity, frequently in excess of \$1.5-2 million a year in state grant opportunities across the organization.

Economic Development – To the EDC

- Revise Solar Bylaw in Residential districts
 - Status: Complete.
- Continue Lot Line “Clean ups” around town
 - Status: Completed 6 lot line clean ups; mostly multi-parcel changes. 2022 will see us get into parcel specific lot line changes.
- Present Economic Profile to the Town Council
 - EDC to evaluate or implement ideas based off of the recommendations in the final report
 - Status: Complete/In progress. Report complete and presented.
 - EDC implementing recommendations.
 - 5 Listening to business sessions.
 - Increased social media and overall media support for local businesses.
 - Over \$50,000 was raised during the Think Franklin First campaign.

- The Town Council also rescued restaurant licensing fees by 25% for 2021.
 - Successful Shared Streets and Pop Up Shop grants totalling almost \$200,000.
 - Altered Brewery, Distillery and Winery bylaw to eliminate a % of floor area for tasting room.
 - Started an internal Wayfinding Signs staff committee to research and develop wayfinding signs.
- Nu-Style (Grove Street) options
 - Status: Reviewing state and federal grant options. August 2021 applied for a \$50,000 MassDevelopment grant to master plan the Nu Style area to make it more attractive for investment.
- Zoning Changes
 - Master Plan Update before the Council -- Expected June/July 2020
 - Status: Complete.
 - Draft and Adopt state Affordable Housing Plan
 - Status: In progress.
 - Approved plan by the EDC
 - Planning Board decision pending. Town Council review follows.
 - Inclusionary Zoning bylaw proposal to stabilize the Town's Affordable Housing Inventory with the state to ensure we maintain 10% affordable housing stock and preserving local zoning
 - Status: The zoning proposal is a part of the Housing Production Plan (see goal above)
 - Residential 5 and C-1 density
 - Status: See Inclusionary Zoning above.
 - EDC approved an alteration in parking requirements. Planning Board and Town Council currently in public hearings over the parking required ratio for residential units in those two districts.
 - The Town Council authorized \$95,000 toward a comprehensive zoning diagnostics by MAPC in DC and C-1 districts.
 - The Franklin Crossing Neighborhood District rezone
 - Status: Town Council authorized \$95,000 toward a comprehensive zoning diagnostics by MAPC in DC and C-1 districts.
- Ferrara Parking Lot Lease for continued commuter rail and free municipal parking in downtown
 - Status: Complete.
- Review and cleanup Marijuana Overlay District

- o Status: No progress; not the right time to review. Will consider after the market settles as there are two stores scheduled to open in Fall of 2021. EDC prioritized this later in the session as the Town should review after the currently approved facilities are complete.
- MBTA parking Lot in Downtown
 - o Status: No progress. The Town does not own it and local officials have met with the MBTA each year on capital projects, as well as advocating with legislators.

Facilities

- Approve borrowing authorization for 5-year facilities capital needs
 - o Status: Complete.
 - \$15 million capital authorization.
 - Municipal windows and technology investments have already been executed and will be completed September 2021.
- Future of Old South Meeting House
 - o Status: Completed study. Cost to rehab is approx \$1.1 million.
- Review Police Station space – Look to FY21 Capital Plan to invest in the \$150,000 study and Council discussion
 - o Status: The Town Council authorized spending on a study. 2022-2023 will see a new goal to set up a Police Station committee to evaluate a new station.
- Transfer/Recycling Center improvements when land transfer complete
 - o Status:
 - Completed a new shed for staff.
 - Finalized land swap with state. Will be complete in 2022.
 - The Solid Waste Master Plan will be looked at in 2022-2023.
- Apply for Cultural Facilities Fund grant to restore Historical Museum cupola and refurbish Museum basement with proper preservation storage
 - o Status: Archivist applied for a state grant and was not successful.
 - o Cupola will be a part of the 2021-2022 Community Preservation Plan
- Note: COVID-19 has also afforded our Facilities staff some additional time to clean the backlog of capital projects, including some larger projects:
 - o Completed the Parmenter School improvements, including canopy;
 - o Completed the Keller-Sullivan HVAC (we added in UVGI, too);
 - o Completed the security improvements at HMMS;
 - o Made significant progress on the Public Safety fiber transition; and
 - o Made progress on the HMMS drainage issues.

- o The Municipal Generator will be put out to bid this spring 2021.

DPW

- Implement StormWater Plan Division -- Establish Utility bylaw, establish Ad Hoc committee and evaluate stormwater fee & credit system
 - o Status: Complete.
 - Ad Hoc Stormwater committee completed its work.
 - Discussion at January 20th and February 3rd Town Council meetings.
 - Financing the utility is the final task remaining.
- Prioritize Road Funding annual appropriation in the operating budget
 - o Prioritize \$650,000 line item town budget, per Town fiscal Policy
 - o Status: The issue has been addressed publicly every annual operating budget cycle. No progress due to budget uncertainty. Requires appropriation for the Town Council.
- Continue Implementing the Water Main 5-year plan
 - o Status: Completed FY20 and FY21 water main projects, notably Lincoln Street.
- Construct Water Treatment Plant & Wells 3&6. FY20 will require a water rate hike to pay for the loans
 - o Status: Complete. Treatment plants and wells completed 2021. Opening ceremony and open house in May & June 2021.
- Present future options for Beaver Street interceptor
 - o Status: Complete.
 - Completed a feasibility study with 3 alternatives.
 - Town Council approved authorization of \$25 million to rebuild the 109-year old pipe that transports $\frac{3}{4}$ of the Town's residents and businesses waste to CRPCD.
- Continue sewer system infrastructure improvements
 - o Status: To be addressed in the Capital plan (Fall 2021).
- Fund sidewalk plan for Beaver Street/Washington Streets -- find a funding source
 - o Status:
 - Sidewalk on Beaver Street is funded for a portion.
 - Washington Street on hold -- need funding source.
- Consider a long-range sidewalk master plan.
 - o Status: On hold. Complete Streets Policy on February 17th.

- Note: Grove Street/Washington Street - Approval of an authorization to reconstruct the intersection of Grove Street and Washington Street with a new light, bike lanes, new pavement and so forth.
 - Town applied for a \$2.25 MassWorks grant in 2020 and again in 2021.
 - Town Council appropriated \$525,000 to fix and build a light on Grove Street. \$275,000 of this revenue is from a host community agreement with NETA.
 - Design has begun.

Recreation/Open Space

- Continue to invest free cash into our parks and fields each year.
 - Beaver Street Course and Nason Street Tot lot are priorities for 2020-21
 - Status: Capital investments on hold during pandemic.
 - Status: It is important to note the generous donation and construction of the new courts at Fletcher Field were built during this pandemic. Thank you Boston Bruins!!
- Purchase Open Space as may be available
 - Status: Success!
 - Purchase of 70 acres of old growth forest dubbed “Maple Hill”.
 - I am talking to a landowner regarding 50+ acres of riverfront to the Charles River under an APR.
 - The Town Council and Town Administration have more than doubled the cash in the Open Space Stabilization front.
- Finalize and begin to implement pedestrian Franklin Greenway Network --
 - Approve Complete Streets Policy, develop and finalize plan
 - Status:
 - Town Council approved Complete Street policy.
 - Town Engineering staff will host a public forum on the projects on September 22, 2021.
- Take over Concerts on the Common in 2020 and move to Friday nights and add family movie nights on the Common
 - Status: Complete. Great job Ryan Jette for hosting events in 2020 and 2021.
- Continue to implement 2016 Open space/recreation plan
 - Status: Success!
 - Purchase of 70 acres of old growth forest dubbed “Maple Hill”.
 - I am talking to a landowner regarding 50+ acres of riverfront to the Charles River under an APR.

- Continue supporting SNETT trail development and other trail projects
 - 2020 Prospect Street tunnel will be built by the state
 - Status: Complete. Tunnel is now complete!
- Continue on Delcarte improvements
 - remediate weed and fish issues, etc
 - complete capital improvements at Delcarte
 - Status: Significant progress.
 - 2021 is hopefully the last round of treatments and then will reevaluate.
 - 2020 treatments were still applied despite COVID-19.
 - September 15th, 2021 presentation to the Town Council on the progress of the project.

Community – Generally

- Continue to accept Public Ways
 - Status: Progressing.
 - Completed first round of street acceptances.
 - Second round later in early 2022.
- Implement “Green Community goals” - apply for competitive grants in 2020
 - Status: Progressing.
 - Received a grant for electric vehicles and electric vehicle charging stations at Municipal Building and Library.
 - Town purchased our first two electric town vehicles!
 - Town received a second \$60,000 for six more electric charging stations in municipal parking lots.
- Revise Demolition delay bylaw with Historical Commission and Building Commissioner
 - Status: On hold. 2021 hopefully if time allows.
- Implement “Master Plan” recommendations at the Historical Museum
 - Status: Progressing.
 - Exhibits subcommittee was established prior to COVID-19. Several new exhibits have been displayed at the Museum this year.
 - The Jim Johnson “Great Room” has been installed.
- Begin process to decommission Spring Street from 140 to the new solar field on Spring Street through the state park with Town Attorney
 - Status: Progressing. Awaiting the solar farm construction.
- Successful Cable contracts negotiation with Comcast -- expires October 2020
 - Status: Complete.

- Finalize 3-year Collective Bargaining cycle - Spring of 2020
 - Status: Complete. All union contracts are settled through June 30, 2022
- 5G bylaw
 - Status: Progressing. Meeting with Special Cable Counsel to review draft bylaw next month. We hope to have a proposal in late winter 2021.
- Implement Electric Aggregation, when appropriate -- last bid December 2019
 - Status: Complete. Town received a .107 rate for 3 years and with 100% renewable wind energy to continue our commitment to green energy, vehicle savings residents on their electricity costs. The current rate is 1 ½ cents/kw less than the active national grid rate.

Civic Engagement (NEW)

- Research the potential for a “Citizen’s Academy” course for citizens
 - Status: On hold.
- Research the ICMA Citizen Satisfaction Survey through the National Citizen Survey and National Research Council.
 - Status: On hold.
- Continue to update and reinvent the Town website, social media accounts and consider implementing a TOF podcast (Soundcloud/ Anchor)
 - Status: Ongoing and in progress. Increased media, social media and communications presence with a Town Instagram acct, Historical Museum Instagram acct, and a series of interviews with the Town Administrator on Anchor.
 - “Think Franklin First” Business campaign will begin Fall 2020.
- Expand E-Permitting and online payment options
 - Status: Complete.

Presentations/Discussions (tentatively/confirmed scheduled dates)

- Community Preservation Act - February 5 (scheduled) **COMPLETE**
- Housing Authority w/ Lisa Audette - February 12th (confirmed) **COMPLETE**
- Transitional Assistance - February 12th (confirmed) **COMPLETE**
- Economic Profile Study -- March/April (pending delivery of final report) **COMPLETE**
- MECC Regional Dispatch -- May 6th 2020 (confirmed) **COMPLETE**
- Department Presentations: Land Use & Permitting Departments -- June 2020 **COMPLETE**
- Master Plan midway Update -- June/July 2020 **COMPLETE**

- Charter Review Discussion - Late 2021 (Fall/Winter 2021)

Thoughts/questions/ideas from Town Councilors

- Approve Snow Removal bylaw on sidewalks
 - Status: Complete. Added Board of Health and added new features to address COVID-19 challenges (eg outdoor licensing)
- Animal Control Presentation (presentations & discussions) Complete.
- Evaluate Fire Department substation and training center (Facilities) Progressing. Capital.
- Fisher Street superfund site (community- generally)
 - Status: Progressing. EPA Continues to clean up the site. Suspended as of COVID-19. Fully under EPA jurisdiction.
- Recycling Center Land Swap at Beaver Street (DPW)
 - Status: Complete. Recently signed and completed a Land Agreement to perform SNETT trail work for one-two years. Land swap will then take effect. Begin solid waste master plan with DEP on the landfill. Finance the facility and construct.
- Review BioTechnology Bylaw (EDC) On hold. Later EDC priority.
- Survey DPW to see if we have new well opportunities (DPW) On hold, the Town just opened two new rebuilt wells. Staff recommendation there is no need.
- EV Charging Stations (Facilities) Complete. Library and Municipal Building. Purchasing two new fleet vehicles. Six more stations are coming.
- Revise Over 55 Overlay, including open space requirement (EDC) Progressing. Housing - see above.
- Monitor MBTA Land in Franklin Crossing & rail bed line to SNETT (Open Space)
 - Status: Progressing. Possible movement in 2021.
- No Place for Hate Resolution Pledge (Community) Complete. Civil Discourse.
- Monitor Mixed Innovation Business District (EDC) In progress. Progressing.
- Emergency Management Policy Discussion (Presentations/Discussion) Progressing.
 - Complete. National Grid Power Outage conversation complete.
 - Progressing. Future presentation from Fire Chief. (Summer)
- Review and Prioritize Historical Commission List of Historic Homes (Community) On hold.
- Vehicles & Procurement Presentation & Discussion (Finance) Complete.
- Analyze Food requirements and closing hours for restaurants (EDC) On hold due to COVID-19, but should be a goal for the next session.

COVID-19

And if this was not enough progress, I have added in a COVID-19 section as this was not anticipated when the goals were approved:

- Consistently ranked as one of the lowest infection rates for cities and towns above 30,000 population.
- To date, the Town staff have been very safe and have not had a large cluster affect town services, town buildings, programs, employees or citizens. The Town's staff have been very safe and committed to keeping everyone safe.
- Received approximately \$ 2.4 million in federal grant money (CARES Act, FEMA) and have applied for an additional 2.1 million in federal grant money.
 - 4,000 new Chromebooks.
 - All PPE has been paid by the federal government.
 - Installing cutting edge UVGI (ultraviolet technology) on the Municipal Building and High School starting this week. Phase 2 bids are in for the campus schools, Library, Senior Center; expected to be done by December 31st. 2021 will see us work to finance and complete the remaining buildings in Town with UVGI.
 - Purchasing special air purifier units for remaining schools and classrooms.
- Received \$90,000 in Micro-enterprise competitive grant funds for Small Businesses in Franklin with 5 or less employees to alleviate some of the burden the COVID pandemic has brought to their business.
- Successful implementation of the Outdoor Dining Licensing for many restaurants in town.
- Implementing a 25% fee reduction for local restaurants in 2021.
- Successful retrofit of the Council Chambers for in person meetings with Franklin TV. Franklin is now a model on how to conduct in person meetings.
- Successful recreation department supervised summer programs
- Online and in person innovative Senior Center outreach and programs
- Comprehensive social media and website portal for COVID-19 information for citizens and staff.
- Exceptional customer service for citizens and businesses navigating COVID-19.
- Shared department work to have a vaccine clinic for all first responders and prepare for future vaccine clinics for targeted populations and phased roll out to the general public.